

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF 6

1. CONTRACT/PURCH ORDER/AGREEMENT NO. F33657-97-D-2007		2. DELIVERY ORDER/ CALL NO. 0021		3. DATE OF ORDER/CALL (YYYYMMDD) 28 APR 2000		4. REQUISITION/PURCH REQUEST NO. SEE SECTION G		5. PRIORITY DO-C9			
ASC/CDS USAF/AFMC ASC/CDS BLDG 16, AREA B 2275 D. STREET WRIGHT PATTERSON AFB OH 45433-7233 (2LT) PATRICIA S. KENNEDY (937) 255-7003 X4647 Patricia.Kennedy@wpafb.af.mil			CODE FA8622		7. ADMINISTERED BY (If Other than 6) DCMC DAYTON AREA C BUILDING 30 1725 VAN PATTON DRIVE WRIGHT-PATTERSON AFB OH 45433-5302 SCD: C PAS: (NONE)			CODE S3605A			
9. CONTRACTOR RJO ENTERPRISES INC NAME AND ADDRESS 4200 COLONEL GLENN HWY SUITE 600 DAYTON OH 45431-1663			CODE 1N4B0		FACILITY		10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) SEE SCHEDULE		11. X IF BUSINESS IS X SMALL SMALL DISADVANTAGED WOMEN-OWNED		
14. SHIP TO SEE SCHEDULE			CODE		15. PAYMENT WILL BE MADE BY DFAS-CO/NEW DOMINION DIVISION P O BOX 182041 COLUMBUS OH 43218-2041 EFT:T			CODE SC1018		MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.	
16. TYPE OF ORDER		DELIVERY/ CALL X		This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.							
		PURCHASE		Reference your furnish the following on items specified herein.							
ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.											
NAME OF CONTRACTOR SIGNATURE TYPED NAME AND TITLE DATE SIGNED (YYYYMMDD)											
If this box is marked, supplier must sign Acceptance and return the following number of copies:											
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE See Section G											
18. ITEM NO.		19. SCHEDULE OF SUPPLIES/SERVICES				20. QUANTITY ORDERED/ ACCEPTED*		21. UNIT		22. UNIT PRICE	
*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.		24. UNITED STATES OF AMERICA LUCILA CASTEL BY: <i>Lucila Castel</i> (937) 255-7003 X4649 26 April 2000 CONTRACTING ORDERING OFFICER				25. TOTAL \$292,651.00		29. DIFFERENCES			
26. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED				27. SHIP NO.		28. D.O. VOUCHER NO.		30. INITIALS			
DATE SIGNATURE AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE				32. PAYMENT <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		32. PAID BY		33. AMOUNT VERIFIED CORRECT FOR			
36. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT. DATE SIGNATURE AND TITLE OF CERTIFYING OFFICER				32. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL				34. CHECK NUMBER			
37. RECEIVED AT		38. RECEIVED BY (Print)		39. DATE RECEIVED (YYYYMMDD)		40. TOTAL CONTAINERS		41. S/R ACCOUNT NO.		42. S/R VOUCHER NO.	

1. This delivery order is issued pursuant to H-013 entitled the "Orders" Clause of the basic contract F33657-97-D-2007. The contractor shall provide effort in accordance with the Statement of Work (SOW) entitled, "KC-135 Developmental System Office (DSO) Acquisition Logistics Support" as specified in CLIN 0001 at a ceiling price of \$292,651.00.
2. In accordance with FAR 52.232-20 entitled "Limitation of Cost", CLIN 0004 is fully funded in the amount of \$70,270.00.
3. Section B and G are set forth hereto on pages 3-5.
4. Section H
In accordance with AFMC FAR Sup 5352.245-9004, Base Support (Jul 1997), Base Support will be provided by ASC/GRR and HQ AMC/LGF.
5. Section J
List of attachments is set forth on page 6 hereto.

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
0001			\$222,381.00
	<i>Noun:</i>	ACQUISITION LOGISTICS SUPPORT	
	<i>ACRN:</i>	9	
	<i>Security:</i>	U	
	<i>Contract type:</i>	Y - TIME AND MATERIALS	
	<i>Completion Date:</i>	02 MAY 2001	
	<i>Descriptive Data:</i>		
	1. The contractor shall provide "Aquisition Logistics Support" as specified in the Statement of Work (SOW), "KC-135 Developmental System Office (DSO) Acquisition Logistics Support", dated 31 March 2000, Section J Atch 1.		
	2. Funding in the amount of \$222,381.00 is hereby added to this CLIN. The allotted and obligated amount of \$222,381.00 is estimated to fund this item through 02 May 2001. This CLIN is fully funded.		
	3. Listed below are the negotiated labor categories and corresponding estimated hours:		
	Year 03 May 2000 - 02 May 2001		
	Labor Category	Estimated Hours	
	Project Manager	2,252	
	Senior Logistician	4,000	
	Admin Mgt Specialist	240	
	Total Hours	6,492	
000101			
	<i>Noun:</i>	Funding Info Only	
	<i>ACRN:</i>	AA	\$74,052.00
000102			
	<i>Noun:</i>	Funding Info Only	
	<i>ACRN:</i>	AB	\$148,329.00
0002			NSP
	<i>Noun:</i>	DATA - EXHIBIT A	
	<i>ACRN:</i>	AA	
	<i>Security:</i>	U	
	<i>Contract type:</i>	Y - TIME AND MATERIALS	
	<i>Completion Date:</i>	02 MAY 2001	

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
0004			\$70,270.00
	<i>Noun:</i> TRAVEL AND COMPUTER SERVICES		
	<i>ACRN:</i> 9		
	<i>Security:</i> U		
	<i>Contract type:</i> S - COST		
	<i>Completion Date:</i> 02 MAY 2001		
	<i>Descriptive Data:</i>		
	1. The contractor shall provide travel and computer services required in the performance of item 0001 above.		
	2. Funding in the amount of \$70,270.00 is hereby added to this CLIN. The allotted and obligated amount of \$70,270.00 is estimated to fund this item through 02 May 2001. This CLIN is fully funded.		
000401			
	<i>Noun:</i> Funding Info Only		
	<i>ACRN:</i> AA	\$23,498.31	
000402			
	<i>Noun:</i> Funding Info Only		
	<i>ACRN:</i> AB	\$46,771.69	

ACRN	Appropriation/Lmt Subhead/Supplemental Accounting Data	Obligation Amount
AA	57 03010 110 4720 11119Z 2AHC01 592IA 000000 503000 F03000	\$97,550.31
	Funding breakdown: On CLIN 000101: \$74,052.00	
	On CLIN 0002: \$.00	
	On CLIN 000401: \$23,498.31	
	PR/MIPR: GGRRS007205011 \$97,550.31	
	Descriptive data:	
	FSR: 009464 PSR: 001213 DSR: 028401	
AB	57 03010 110 4720 11119Z 2AHP03 592IA 000000 503000 F03000	\$195,100.69
	Funding breakdown: On CLIN 000102: \$148,329.00	
	On CLIN 000402: \$46,771.69	
	PR/MIPR: GGRRS007205011 \$195,100.69	
	Descriptive data:	
	FSR: 009464 PSR: 014956 DSR: 028436	

DOCUMENT	PGS	DATE	TITLE
EXHIBIT A	4	31 MAR 2000	DD Form 1423-1 Contract Data Requirements List
ATTACHMENT 1	5	31 MAR 2000	Statement of Work Entitled "Acquisition Logistics Support"
ATTACHMENT 2	3	31 MAR 2000	DD Form 254 - Contract Security Classification

Date: 31 March 2000

KC-135 DEVELOPMENT SYSTEM OFFICE (DSO)

ACQUISITION LOGISTICS SUPPORT

STATEMENT OF WORK

1.0 PURPOSE:

Provide acquisition logistics support to ASC/GRR.

2.0 SCOPE

The Aeronautical Systems Center (ASC), KC-135 Development Systems Office (DSO), requires logistics support in the following areas: prepare and process logistics plans and documents to support the Program Director; provide updates to logistics plans and schedules as requested and respond to program office calls; participate in the preparation and coordination of Request for Proposals (RFPs); provide source selection support; and assist in the monitoring and evaluation of contractor submitted data. This effort involves the functional element of Logistics Management Support as identified under paragraph 3.1.2 of the basic Statement of Work (SOW) for acquisition logistics contract support. NO ENGINEERING SUPPORT WILL BE PROVIDED UNDER THIS TASK ORDER BY THE CONTRACTOR.

3.0 RESPONSIBILITIES

3.1 Task Requirements Descriptions

The contractor shall perform acquisition logistics effort in support of the KC-135R Multipoint Refueling System (MPRS), Reduced Vertical Separation Minimum (RVSM) and Global Air Traffic Management (GATM) programs. This effort shall consist of the following tasks:

3.1.1 Integration of Maintenance Planning (MP):

The contractor shall provide maintenance planning for aircraft and equipment acquisition including:

- a. Assisting in planning Interim Contractor Support (ICS) requirements.
- b. Assisting in logistics support of test programs.
- c. Assisting in identification for Contractor Logistics Support (CLS), and Contractor Repair Support (CRS) requirements.
- d.

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- d. Assisting in facilities and training resources.
- e. Assisting in preparing Depot Workload Certifications.
- f. Assist in performing and documenting Source Of Repair Assignment Process (SORAP).

3.1.2 Integration of Supply Support (SS):

The contractor shall perform the following supply support tasks:

- a. Assisting in the identification and acquisition of provisioning requirements.
- b. Assisting in the development of provisioning strategies.
- c. Assisting the Chief Of Logistics in the monitoring of provisioning programs..

3.1.3 Integration of Support Equipment (SE):

The contractor shall perform the following support equipment tasks: (DI-MISC-80508,SEQ A0004)

- a. Assist in the review and monitoring of Support equipment.
- b. Assist in the review and processing of Support Equipment Recommendation Data (SERDs).
- c. Assist in identifying, quantifying, and programming operational support equipment and support equipment required for test and evaluation.
- d. Assist in identifying candidates for breakout.
- e. Assist in identifying, quantifying, and programming support elements needed to maintain support equipment, spares, technical data and calibration requirements.

3.1.4 Integration of Training and Training Support (TTS):

The contractor shall perform the following Training and Training support tasks:

- a. Define and develop operational and maintenance training requirements.
- b. Assist in planning follow-on crew and support personnel training.

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- c. Assist in defining training system device requirements.

3.1.5 Integration of Facilities (FA):

The contractor shall perform the following Facilities tasks:

Assist in the identification of new and/or modified facility requirements for maintenance, training, and storage.

3.1.6 Integration of Design Interface (DI):

The contractor shall perform the following Design Interface tasks:

- a. Assist in the definition of reliability and maintainability requirements.
- b. Assist in identifying milestones for key program events where logistics related design parameters are established, assessed, or modified.
- c. Assist in identifying logistics-related design parameters.

3.1.7 Integration of Packaging, Handling, Storage & Transportation (PHS&T):

The contractor shall perform the following PHS&T task:

Assist in establishing PHS&T concepts and criteria, and identifying requirements.

3.1.8 Logistics Support Analysis (LSA):

The contractor shall provide Logistics Support Analysis support including, but not limited to the following tasks:

- a. Assisting in the evaluation of Logistics Support Analysis studies, identifying discrepancies and recommending changes.
- b. Provisioning and LSA Conferences.
- c. Assisting in the review of contractor submitted LSA documentation.

3.1.9- Warranties:

The contractor shall provide warranty support including, but not limited to the following:

- a. Assist in planning and review of contractor system/sub-system warranty programs.
- b.

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- b. Assist in the collection of data to support the warranty program.

3.1.10 Change Proposal and Document Evaluation:

The contractor shall evaluate Engineering Change Proposals (ECPs), Contract Change Proposals (CCPs), draft directives, and military specifications and standards for logistics impacts. As a minimum, this evaluation shall ensure the following: that applicable logistics elements have been considered; proposed coverage is adequate and suitable; omission of necessary coverage has been determined; and duplications of coverage has been noted. This task shall also include reviewing, monitoring, and verification of contractor submitted logistics data. (DI-MGMT-80368/T, SEQ A0002; DI-MISC-80508, SEQ A0004)

3.1.11 Life Cycle Cost (LCC)/Design To Cost (DTC):

The contractor shall provide the following LCC/DTC support:

Assist in identifying logistics data for development of Life Cycle Cost Management (LCCM)/Design to Cost (DTC).

3.1.12 Source Selection Support

The contractor shall provide the following source selection support:

- a. Assist in planning, developing, and preparing acquisition documentation.
- b. Assist ASC/GRR in preparing logistics sections of Requests For Proposals (RFPs).
- c. Provide technical evaluation advice for DSO source selection efforts.
- d. Assist in developing Factors and Standards to be used as evaluation criteria.

3.2 Review Participation

As required under paragraph 3.0, the support contractor shall attend program reviews. (DI-MGMT-80368/T, SEQ A0002, DI-MISC-80508, SEQ A0004)

3.3 Briefing Support

As required under paragraph 3.0, the contractor shall assist in the preparation of briefing material. This shall include compiling background information, organizing the information,

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transforming the information into briefing format, preparing talking papers, and providing backup information as required. (DI-ADMIN-81373, SEQ A0001)

4.0 GENERAL INFORMATION

The contractor shall perform the following tasks in accordance with this task order, the SOW, and the basic contract.

4.1 Travel

The contractor shall travel, as requested and authorized, to participate in meetings such as: Technical Interchange Meetings (TIMs), Integrated Logistics Support Management Team (ILSMT), Program Management Reviews (PMRs), Preliminary Design Reviews (PDRs), Critical Design Reviews (CDRs), Audits, etc., and to perform research necessary to the accomplishment of the assigned tasks. (DI-MGMT-80368/T, SEQ A0002)

4.2 Reports/Data and Other Deliverables

All data/reports and deliverables shall be delivered in accordance with the Contract Data Requirements List (CDRL) DD Forms 1423. The following Contract Data Requirements Lists (CDRLs) and Data Item Descriptions (DIDs) apply to this task order: DI-MGMT-80368, CDRL A0002; DI-ADMIN-81373, CDRL A0001; DI-ADMN-80447/T, CDRL A0003; DI-MISC-80508, CDRL A0004.

4.3 Security Classification

Access to classified information, up to and including SECRET, will be required. Preparation and/or storage of classified information will not be required. The DD Form 254 will be used as guidance for all classified information access.

4.4 Work Location

Accomplishment of tasks required by para 3.0 will require on-site work at Wright-Patterson AFB, Ohio, Scott AFB, Illinois. The contractor will be provided workspace.

4.5 Contractor Relationships/Supervision

In interactions and dealings with system contractors/subcontractors, the contractor shall perform work for investigation purposes only. The contractor shall not provide direction nor otherwise interject into Government/system contractor/subcontractor relationships. Contractor personnel shall not be under the direct supervision of Air Force personnel.

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION <i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)</i>				1. CLEARANCE AND SAFEGUARDING a. FACILITY CLEARANCE REQUIRED SECRET b. LEVEL OF SAFEGUARDING REQUIRED N/A			
2. THIS SPECIFICATION IS FOR: (X and complete as applicable)				3. THIS SPECIFICATION IS: (X and complete as applicable)			
X	a. PRIME CONTRACT NUMBER F33657-97-D-2007/0021 Exp 01-04-02			X	a. ORIGINAL (Complete date in all cases) 00 03 31		
	b. SUBCONTRACT NUMBER				b. REVISED (Supersedes all previous specs)	Revision No. Date (YYMMDD)	
	c. SOLICITATION OR OTHER NUMBER		Due Date (YYMMDD)		c. FINAL (Complete Item 5 in all cases) Date (YYMMDD)		
4. IS THIS A FOLLOW-ON CONTRACT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				NO. If Yes, complete the following:			
Classified material received or generated under F33657-97-D-2007/0016				(Preceding Contract Number) is transferred to this follow-on contract.			
5. IS THIS A FINAL DD FORM 254? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				NO. If Yes, Complete the following:			
				retention of the identified classified material is authorized for the period			
6. CONTRACTOR (Include Commercial and Government Entity (CAGE) code)							
a. NAME, ADDRESS, AND ZIP CODE RJO Enterprises, Inc. 4200 Colonel Glenn Highway, Suite 600 Dayton, Ohio 45431			b. CAGE CODE 6Z006		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) DSS Midwest (OML) 610 South Canal Room 800 Chicago IL 60607-4599		
7. SUBCONTRACTOR							
a. NAME, ADDRESS, AND ZIP CODE N/A			b. CAGE CODE N/A		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) N/A		
8. ACTUAL PERFORMANCE							
a. LOCATION N/A			b. CAGE CODE N/A		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) N/A		
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT Specialized Acquisition Logistics Functional Support for ASC/GR.							
10. THIS CONTRACT WILL REQUIRE ACCESS				11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR			
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION				a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY			
b. RESTRICTED DATA				b. RECEIVE CLASSIFIED DOCUMENTS ONLY			
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION				c. RECEIVE AND GENERATE CLASSIFIED MATERIAL			
d. FORMERLY RESTRICTED DATA				d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE			
e. INTELLIGENCE INFORMATION:				e. PERFORM SERVICES ONLY			
(1) Sensitive Compartmented Information (SCI)				f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES			
(2) Non SCI				g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER			
f. SPECIAL ACCESS INFORMATION				h. REQUIRE A COMSEC ACCOUNT			
g. NATO INFORMATION				i. HAVE TEMPEST REQUIREMENTS			
h. FOREIGN GOVERNMENT INFORMATION				j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS			
i. LIMITED DISSEMINATION INFORMATION				k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE			
j. FOR OFFICIAL USE ONLY INFORMATION				l. OTHER (Specify)			
k. OTHER (Specify)				Notification of Government Security Activity Required.			

12. PUBLIC RELEASE. Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release.

☐ Direct

Through (Specify): ASC/PA

1865 Fourth Street

Wright-Patterson AFB OH 45433-7129

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs)* for review.
*In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. SECURITY GUIDANCE. The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information invited shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)

- a. The National Industrial Security Program Operating Manual (NISPOM), Jan 95 applies to this contract.
- b. Ref Blk 10j: For Official Use Only applies. See addendum.
- c. Ref Blk 11a: Releasing Government activity will furnish complete classification guidance for the service to be performed. Contractor performance is restricted to WPAFB, Bldg 558, Area B.
- d. Ref Blk 11L: Contractor performance will occur at Wright-Patterson AFB, OH and can occur at any one of the ALCs or Eglin AFB, FL. The contractor will provide the Servicing Security Activity all information required by the Notification of Government Security Activity clause and any other additional information required by that office.
- e. Functional Area Evaluator: Mr. Steve Davis, ASC/GRR, (937) 255-6606
- f. Functional Area Chief: Ms. Marjorie Radford, ASC/CDSY, (937) 255-7955.
- g. ACQ Address: DCAMO Baltimore, 200 Townsontown Blvd., Suite 200, Towson MD 21204-5299

Reviewed and coordinated by Ellen Dyson, ASC/SYSPC, 4 April 2000.

14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to ISM requirements, are established for this contract. (If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.)

☐ Yes☒ No

15. INSPECTIONS. Elements of this contract are outside the inspection responsibility of the cognizant security office. (If Yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.)

☒ Yes☐ No

Ref Blk 11L: DSS is relieved of inspection responsibility for on base performance. The SSA at each activity will maintain Security Oversight. ASC/SYSP will maintain security oversight for performance at WPAFB OH.

16. CERTIFICATION AND SIGNATURE. Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL

Lucila Castel

b. TITLE

Contracting Officer

c. TELEPHONE (Include Area Code)

(937) 255-7003, ext 4652

d. ADDRESS (Include Zip Code)

ASC/CDSK
2690 C Street, Rm N222
Wright-Patterson AFB, OH 45433-7407

e. SIGNATURE

Lucila Castel 26 April 2000

17. REQUIRED DISTRIBUTION☒

a. CONTRACTOR

☐

b. SUBCONTRACTOR

☒

c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR

☐

d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION

☐

e. ADMINISTRATIVE CONTRACTING OFFICER

☒

f. OTHERS AS NECESSARY ASC/SYSPC

ADDENDUM TO DD FORM 254
24 January 2000

FOR OFFICIAL USE ONLY (FOUO)

1. **GENERAL:** FOUO is information that has not been given a security classification pursuant to the criteria of an Executive Order, but which may be withheld from the public because disclosure would cause a foreseeable harm to an interest protected by one or more of the Freedom of Information Act (FOIA) exemptions 2 through 9. Additional information on FOUO may be obtained by contacting the User Agency. FOUO is assigned to information at the time it is created in a DoD Agency or derivatively as instructed in a Security Classification Guide.
2. **MARKING:**
 - a. FOUO information received (released by a DoD component) should contain the following marking, when received:
THIS DOCUMENT CONTAINS INFORMATION EXEMPT FROM MANDATORY DISCLOSURE UNDER FOIA. EXEMPTION(S) ___ APPLIES/APPLY.
 - b. Mark an unclassified document containing FOUO information "FOR OFFICIAL USE ONLY" at the bottom of each page containing FOUO information and on the bottom of the front page or front cover (if any) and on the back of the last page and on the back cover (if any). Each paragraph containing FOUO information shall be marked as such.
 - c. Within a classified document, an individual page that contains both FOUO and classified information shall be marked at the top and bottom with the highest security classification of information appearing on the page. Individual paragraphs shall be marked at the appropriate classification level, as well as unclassified or FOUO, as appropriate. An individual page that contains FOUO information but no classified information shall be marked "FOR OFFICIAL USE ONLY" at the top and bottom of the page, as well as each paragraph that contains FOUO information. NOTE: For "production efficiency" the entire document may be marked top and bottom with the highest level of classification contained within it, as long as every paragraph is marked to reflect the specific classification of the information it contains.
 - d. Mark other records, such as computer print outs, photographs, films, tapes, or slides "FOR OFFICIAL USE ONLY" so that the receiver or viewer knows the record contains FOUO information.
 - e. Mark each part of a message that contains FOUO information. Unclassified messages containing FOUO information must show the abbreviation "FOUO" before the text begins.
4. **DISSEMINATION:** FOUO may be disseminated between officials of DoD Components, DoD contractors, consultants and grantees to conduct official business for DoD. Recipients shall be made aware of the status of such information and transmission shall be by means that preclude unauthorized public disclosure.
5. **TRANSMISSION:** FOUO information shall be transmitted in a manner that prevents disclosure of the contents. When not commingled with classified information, it may be sent via first-class mail or parcel post. Bulky shipments, i.e. testing materials, that otherwise qualify under postal regulations, may be sent by fourth-class mail. FOUO information may also be sent over facsimile equipment; however, when deciding whether to use this means, balance the sensitivity of the records against the risk of disclosure. Consider the location of sending and receiving machines and ensure authorized personnel are available to receive the FOUO information as soon as it is transmitted. Transmittal documents shall call attention to the presence of FOUO attachments. FOUO information may also be sent via e-mail, if it is sent via a system that will prevent unintentional or unauthorized disclosure.
6. **STORAGE:** To safeguard FOR OFFICIAL USE ONLY records during normal duty hours, place them in an out-of-sight location if your work area is accessible to persons who do not have a valid need for the information. After normal duty hours, store FOUO records to prevent unauthorized access. File them with other unclassified records in unlocked files or desks when normal internal building security is provided. When there is no internal building security, locked buildings or rooms normally provide adequate after-hours protection. If such protection is not considered adequate, FOUO material shall be stored in locked containers such as file cabinets, desks, or bookcases. *Expenditure of funds for security containers or closed areas solely for the protection of FOUO data is prohibited.*
7. **DESTRUCTION:** When no longer needed, FOUO information shall be disposed of by any method that will preclude its disclosure to unauthorized individuals.

(Reference DoD Regulation 5400.7/Air Force Supplement, 22 July 1999.)

CONTRACT DATA REQUIREMENTS LIST						Form Approved OMB No. 0704-0188						
Public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington D.C. 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.												
A. CONTRACT LINE ITEM NO. <i>0002</i>		B. EXHIBIT		C. CATEGORY:								
D. SYSTEM/ITEM Technical Support		E. CONTRACT/PR NO. F33657-97-D-2007		F. CONTRACTOR RJO Enterprises, Inc.								
1. DATA ITEM NO. A0001		2. TITLE OF DATA ITEM PRESENTATION MATERIALS			3. SUBTITLE							
4. AUTHORITY (Data Acquisition Document No.) DI-ADMIN-81373		5. CONTRACT REFERENCE TASK ORDER PARA.3.0			6. REQUIRING OFFICE ASC/GRR							
7. DD 250 REQ LT	9. DIST STATEMENT N/A	10. FREQUENCY See Blk 16	12. DATE OF FIRST SUBMISSION SEE BLK 16	14. DISTRIBUTION								
8. APP CODE		11. AS OF DATE See Blk 16	13. DATE SUBSEQUENT SUBMISS See Blk 16	a. ADDRESSEE ASC/GRR		b. COPIES						
						Final						
						Draft Reg Repr						
16. REMARKS (AT END OF LINE PRESS THE DOWN ARROW TO CONTINUE ON TO NEXT LINE) BLK 12: TO BE DELIVERED AS REQUIRED. Blk 7: To Be Coordinated on-site. Blks 10, 11, 13: Submittal Dates Are To Be As Requested At The Time Of The Tasking.						1						
								TOTAL		1		
				G. PREPARED BY Steve Davis, ASC/GRR KC-135 Deputy DSM, 56606		H. DATE 31 MAR 00		I. APPROVED BY Joseph Bohn, ASC/GRR KC-135 DSM, 56606			J. DATE 31 MAR 00	

17. PRICE GROUP	
18. ESTIMATED TOTAL PRICE	

CONTRACT DATA REQUIREMENTS LIST						Form Approved OMB No. 0704-0188								
Public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington D.C. 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.														
A. CONTRACT LINE ITEM NO. <i>0002</i>			B. EXHIBIT			C. CATEGORY:								
D. SYSTEM/ITEM Technical Support			E. CONTRACT/PR NO.			F. CONTRACTOR RJO Enterprises, Inc								
1. DATA ITEM NO. A0002		2. TITLE OF DATA ITEM STATUS REPORT				3. SUBTITLE								
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-80368			5. CONTRACT REFERENCE TASK ORDER PARA.3.0			6. REQUIRING OFFICE ASC/GRR								
7. DD 250 REQ LT		9 DIST STATEMENT N/A		10. FREQUENCY MONTHLY		12. DATE OF FIRST SUBMISSION SEE BLK 16		14. DISTRIBUTION b. COPIES						
8.APP CODE				11. AS OF DATE SEE BLK 16		13.DATE SUBSEQUENT SUBMISS MONTHLY		Final						
16. REMARKS (AT END OF LINE PRESS THE DOWN ARROW TO CONTINUE ON TO NEXT LINE) BLK 4: CONTRACTOR FORMAT ACCEPTABLE BLK 10, 11, 12, 13: INITIAL SUBMISSION DUE BY 7TH WORKDAY AFTER THE END OF THE FIRST FULL MONTH AND SUBSEQUENT MONTHS OF THE TASK ORDER REPORTING PERIOD.						a. ADDRESSEE	Draft	Reg	Repro					
						ASC/GRR		1						
						ASC/CDSY		1						
							TOTAL		2					
						G. PREPARED BY Steve Davis, ASC/GRR KC-135 Deputy DSM, 56606			H. DATE 31 MAR 00		I. APPROVED BY Joseph Bohn, ASC/GRR KC-135 DSM, 56606		J. DATE 31 MAR 00	

17. PRICE GROUP	
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CONTRACT DATA REQUIREMENTS LIST					Form Approved OMB No. 0704-0188					
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A. CONTRACT LINE ITEM NO. 0002		B. EXHIBIT		C. CATEGORY:						
D. SYSTEM/ITEM Technical Support		E. CONTRACT/PR NO.		F. CONTRACTOR RJO Enterprises, Inc						
1. DATA ITEM NO. A0004	2. TITLE OF DATA ITEM TECHNICAL REPORTS - STUDY/SERVICES		3. SUBTITLE							
4. AUTHORITY (Data Acquisition Document No.) DI-MISC-80508		5. CONTRACT REFERENCE TASK ORDER PARA.3.0		6. REQUIRING OFFICE ASC/GRR						
7. DD 250 REQ LT	9. DIST STATEMENT N/A	10. FREQUENCY SEE BLK 16	12. DATE OF FIRST SUBMISSION SEE BLK 16		14. DISTRIBUTION					
8. APP CODE		11. AS OF DATE SEE BLK 16	13. DATE SUBSEQUENT SUBMISS SEE BLK 16		b. COPIES					
16. REMARKS (AT END OF LINE PRESS THE DOWN ARROW TO CONTINUE ON TO NEXT LINE) BLK 4: CONTRACTOR FORMAT IS ACCEPTABLE BLK 7: MEMORANDA GENERATED AND SIGNED BY ON-SITE ANALYST. REPRESENTATIVE MAY BE USED TO TRANSMIT DATA. BLK 10, 11, 12, AND 13: SUBMITTAL AND "AS OF" DATES FOR THE DATA SHALL BE DETERMINED BY THE SUSPENSE DATE APPLIED TO THE TASK AT THE TIME IT IS REQUIRED.				a. ADDRESSEE		Final				
				Draft		Reg	Repro			
				ASC/GRR		1				
				TOTAL						1
				G. PREPARED BY Steve Davis, ASC/GRR KC-135 Deputy DSM, 56606		H. DATE 31 MAR 00		I. APPROVED BY Joseph Bohn, ASC/GRR KC-135 DSM, 56606		J. DATE 31 MAR 00